

**National Environmental Laboratory Accreditation Conference**  
**Proficiency Testing Issues Summary**  
**Updated – February 9, 2004**

**LABORATORIES**

<b><u>NEED</u></b>	<b><u>RESPONSIBILITY</u></b>	<b><u>TIMELINE</u></b>	<b><u>COMMENTS</u></b>
Guidance on all codes (e.g., method codes, technology codes, accreditation codes).	Codes Subcommittee to PT Board.	January 29, 2004 February 10, 2004 Ongoing	Will present a report at Dallas meeting. Follow-up discussion with AA's.
Guidance on AA roles.			Should be clear within the existing NELAC Standard, but will be moved to the AA's to further discuss as they are addressing their items.
Guidance on PT Criteria (e.g., levels/ acceptance ranges/ pass-fail criteria).	FoPT Subcommittee to PT Board.	January 29, 2004 February 2004 Ongoing	Will present a report at Dallas meeting. Report sent to PT Board for review.
Cost issue.			This item was just a note for the overall community to be aware that the burden was not trivial, especially to smaller laboratories.

## **ACCREDITING AUTHORITIES**

<b><u>NEED</u></b>	<b><u>RESPONSIBILITY</u></b>	<b><u>TIMELINE</u></b>	<b><u>COMMENTS</u></b>
National PT database.	Autry w/ AA workgroup. Cooperative agreement.	TBD	AA's have identified needs and a new database will hopefully result from a cooperative agreement solicitation to be released. This item has been combined with others to be addressed as one.
Implementation of Check & Balance system	Autry w/ AA workgroup.	TBD	This item has been combined with others to be addressed as one.
Guidance on AA Roles.	Autry w/ AA workgroup.	TBD	This item was moved from the laboratory issues to see if anything other than what is currently in the NELAC Standard is necessary. This item has been combined with others to be addressed as one.
Expansion of PT Sample supply to include all analytes needed by AAs to accredit laboratories.			This item is a note for the overall community, specifically the PT Providers and future program expansion/oversight, to be aware of the need.
Consistency between NELAC AA's and non-NELAC states on implementation of PT requirements (i.e., rolling 12 month requirement vs. calendar year cycle)	Autry.		The ability of NELAC/NELAP to influence non-NELAC states may be limited. Autry is trying to follow-up with other State programs to gain more information that would help determine, if something further could be done.
Guidance on how to deal with laboratories that are running samples wrong (e.g., running extra QC) and PT Providers who are encouraging this practice.	Autry w/ AA workgroup	January 29, 2004  February 2004	A draft policy was presented during the Dallas meeting with feedback provided. The AA's will consider this additional input during their upcoming teleconference to revise as appropriate and publish as final on the NELAC website.

## **PT PROVIDERS**

<b><u>NEED</u></b>	<b><u>RESPONSIBILITY</u></b>	<b><u>TIMELINE</u></b>	<b><u>COMMENTS</u></b>
Electronic reporting format for PT data.	NELAC Board w/ SRC to request of standard development organizations.		INELA PT Committee has developed language presented during their meeting and suggested for consideration prior to making a further decision about this issue to avoid reinventing the wheel.
Broader scope.			This was an item presented for the overall community to be aware that greater expansion is needed.
Incorporation of Criteria Document into NELAC standards. Use of uniform reporting Criteria (i.e., reference the criteria document or incorporation).	Autry, NELAC Board, OW	January 29, 2004  Ongoing	With the Criteria Document under revision, it is not appropriate to incorporate the document at this time. Conversations are ongoing between NELAC and OW to assure consistency between the programs in addition to consideration of future incorporation into the NELAC Standard or as a Policy.
Multiple accreditations (i.e., varying requirements).	Autry w/ PT Board.		Although this is not a problem at this point in time, it will potentially become an issue if multiple PTOB/PTPA are selected.
Oversight.			PTOB/PTPA need.
Homogeneity & stability.	NELAC Board w/ SRC to request of standard development organizations.		INELA PT Committee has developed language presented during their meeting and suggested for consideration prior to making a further decision about this issue to avoid reinventing the wheel.
Analyte problems (i.e., communication strategy).	PT provider subgroup (see * below).	January 2004  Ongoing	PT Provider Subgroup was formed and had a brief strategy discussion during the Dallas meeting.

\* **PT Provider subgroup** – a subcommittee with 3 PT providers to draft a communication scheme to provide for all PT providers review and FYI for AA's.

**PTOB/PTPA**

<b><u>NEED</u></b>	<b><u>RESPONSIBILITY</u></b>	<b><u>TIMELINE</u></b>	<b><u>COMMENTS</u></b>
Recognition between PTOB/PTPA's.	PT Board w/ PTOB/PTPA(s).		Future issue once PTOB/PTPA(s) has been determined.
Technical audit criteria.	PT Board w/ PTOB/PTPA(s).		Future issue once PTOB/PTPA(s) has been determined.
Conflict Resolution.	PT Board	January 29, 2004 TBD	Process for conflict resolution was presented during the Dallas Meeting. Process needs to be finalized.
Application process.	PT Board	January 29, 2004 February 13, 2004	Process for application with draft application was presented at the Dallas Meeting. Federal Register Notice and application on website will be released.
Approval process.	PT Board	January 29, 2004 February 13, 2004	Process for approval was presented in a draft flow chart. Process will be finalized prior to application process.

**NELAC/NELAP**

<b><u>NEED</u></b>	<b><u>RESPONSIBILITY</u></b>	<b><u>TIMELINE</u></b>	<b><u>COMMENTS</u></b>
PT Board incorporation into the Constitution and Bylaws.	Autry, NELAC Board, Special Committee	June 2004	A special committee was established by the NELAC Board to have administrative/functioning language of NELAC/NELAP committees and boards removed from the NELAC Standard to be approved as Policies and/or Standard Operating Procedures. Will be voted at annual meeting in August 2004.
AARB Role clarification.	Autry	January 29, 2004	A one-page document was pulled from the existing NELAC Standard and provided as a handout on the exact description of the AARB.
PT Board operating procedures.	PT Board.	January 29, 2004	The Quality Systems document that will govern the functioning of the PT Board was presented. It will be finalized by the vote at the annual meeting in August 2004.